

**MINUTES OF THE ANNUAL AND REGULAR MEETING**

**OF THE**

**COMMISSIONERS OF THE CHICAGO HOUSING AUTHORITY**

**July 20, 2004**

The Commissioners of the Chicago Housing Authority held its Annual and Regular Meeting on Tuesday, July 20, 2004, at 8:30 a.m. at the Senior Housing South – Judge Green Apartments, 4030 S. Lake Park, Chicago, Illinois.

The Chairperson announced that the Annual Meeting of the Chicago Housing Authority was being held in accordance with the Bylaws of the Authority for the election of Officers in addition to celebrate the mid-point of the Plan For Transformation.

Chairperson Gilliam then introduced the Chicago Military Academy - Bronzeville for the Posting of the Colors. Immediately after, Commissioner Carlos Ponce led the audience in reciting the Pledge of Allegiance. Commissioner Harris’ Centering Thoughts and the delivery of the Homily by Reverend Arthur Brazier, Pastor, Apostolic Church of God, which focused on the Annual Meeting theme of “Drum Major For Change” then followed. Also included in the program was performance by the Ambassador Choir and excerpt of Dr. Martin Luther King’s speech. The video “Taking Shape: The CHA’s Plan For Transformation” which presented an overview of CHA’s accomplishments to date was then viewed and applauded by the audience.

On behalf of the Board of Commissioners and staff, Commissioners Amey and Gates then presented Certificates of Appreciation to the Local Advisory Council Presidents for their continuous support of the Plan For Transformation. Commissioner Healey then presented a Certificate of Appreciation to Leo Burnett for conducting the informational campaign on behalf of CHA on a pro-bono basis.

Immediately after the presentations, Ollie Jinadu, Tomeka Eason, Astrid Stokes, Doris Kinnebrew and Latoya Wolfe, residents of the CHA, shared their thoughts and feelings on how the Plan for Transformation not only changed their physical space but their perceptions on where they live and how they live.

The Chairperson then convened the Public Hearing portion of the meeting by inviting residents and the public at large to address the Board.

The meeting was called to order by the Chairperson, and upon roll call, those present and absent were as follows:

Present:	Sharon Gist Gilliam
	Hallie Amey
	Mamie Bone
	Earnest Gates
	Dr. Mildred Harris
	Lori Healey
	Michael Ivers
	Martin Nesbitt
	Carlos Ponce
	Sandra Young

Absent:	None
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Also present were Terry Peterson, Chief Executive Officer; Gail Niemann, General Counsel; Chicago Housing Authority Staff Members and the General Public.

There being a quorum present, the meeting duly convened and business was transacted as follows:

Terry Peterson, Chief Executive Officer, then presented his report. Mr. Peterson commenced his report by expressing his appreciation to the residents for believing and participating in the Plan For Transformation. Mr. Peterson then acknowledged the resident leadership and all stake holders involved in the vision of assisting the CHA in making the Plan a reality. Mr. Peterson then presented a summary of the goals to be accomplished in the next five years, including getting public housing units built on time and on budget, making sure that the market-rate units get sold so the mixed-income strategy comes to pass, bolstering the service connector program so the needs of families and children are addressed and aggressively working harder to bring new business into these neighborhoods. Mr. Peterson concluded his report by thanking the CHA Board of Commissioners and the Mayor of Chicago for their guidance and support. Mr. Peterson assured the residents and public at large that he would not stop until the Mayor's goal became a reality, that of making public housing residents an integral part of Chicago in all its dimensions, socially, culturally, and economically by creating mixed-income communities.

The Chairperson thereupon called for nominations for the position of Vice-Chairperson. A Motion was made by Commissioner Gates and properly seconded by Commissioner Ponce to nominate Commissioner Lori Healey for the position of Vice-Chairperson. There being no other nomination on the slate, nominations were closed and the voting resulted in unanimous approval for the re-election of Commissioner Lori Healy as Vice Chairperson of the Chicago Housing Authority.

The Chairperson thereupon called for nominations for the position of Custodian and Keeper of Records aka Secretary of the CHA Board of Commissioners. A Motion was made by Commissioner Harris and properly seconded by Commissioner Bone to nominate Lee Chuc-Gill for the position of Custodian and Keeper of Records. There being no other nomination on the slate, nominations were closed and the voting resulted in unanimous approval for the re-election of Lee Chuc-Gill as Custodian and Keeper of Records aka Secretary, Board of Commissioners of the Chicago Housing Authority.

Chairperson Gilliam thereupon introduced for approval the Minutes of the Regular Board Meeting held on May 18, 2004. Upon Motion made and properly seconded, the Minutes were unanimously approved and accepted as submitted.

Commissioner Nesbitt, Chairperson of the Finance & Audit Committee, presented the monthly report. Per Commissioner Nesbitt, the Finance & Audit Committee meeting was held on Wednesday, July 14, 2004, at the 626 Corporate Office. The Chief Financial Officer and her staff presented the Committee with the Treasury and Cash Flow Report as of June 30, 2004.

Commissioner Nesbitt then introduced an Omnibus Motion for adoption of the resolutions for Items A1 through A5 discussed, voted and recommended for Board approval by the Finance and Audit Committee.

**(Item A1)**

The resolution for Item A1 approves the Revised 2004 Comprehensive Budget. The impact of this budget revision resulted in the following increase and/or decrease due to the realignment of the budget to reflect current activities or projected spending in stated line item: the General Fund decreased by \$1,768,807.00, for a fund total of \$848,483,000; the HOPE VI Fund decreased by \$9,279,694 for a fund total of \$70,414,948; the City State fund increased by \$56,892 for a fund total of \$18,080,726.00. Other Grants increased by \$625,000 for a fund total of \$11,114,697 primarily due to the addition of funding for the Cabrini Security Initiative and the realignment of the budget to reflect current activities at Leclaire Courts.

**RESOLUTION NO. 2004-CHA- 80**

**WHEREAS**, the Board of Commissioners has reviewed the Board letter dated June 17, 2004, entitled "Approval of the Revised 2004 Comprehensive Budget";

**THEREFORE, BE IT RESOLVED BY THE CHICAGO HOUSING AUTHORITY**

**THAT**, the Board of Commissioners, hereby approves the attached budget amendments, "Approval of the Revised 2004 Comprehensive Budget", and finds with respect to said Budget:

1. that the proposed expenditures are necessary for the efficient and economical operation of the Chicago Housing Authority for the purpose of serving low-income families;
2. that the financial plan is reasonable in that it indicates funding sources adequate to cover all proposed expenditures, and does not provide for use of Federal funding in excess of that payable under the provisions of the applicable Federal regulations; and
3. that all proposed rental charges and expenditures will be consistent with provisions of law and the Annual Contributions Contract in accordance with the Moving To Work Demonstration Agreement of the Chicago Housing Authority with the U.S. Department of Housing and Urban Development.

**THAT,** the Chief Executive Officer and Chief Financial Officer are authorized to execute and forward to the U.S. Department of Housing and Urban Development all necessary budget documents and supporting information when applicable.

**(Item A2)**

The resolution for Item A2 authorizes the Chief Executive Officer to accept the \$4,104,000 of grant funding from HUD for the demolition of five hundred thirty six dilapidated units of CHA public housing. The signing of the Demolition Grant Agreement memorializes and incorporates all documents relating to the grants.

**RESOLUTION NO. 2004-CHA-81**

**WHEREAS,** the Board of Commissioners has reviewed Board Letter dated June 30, 2004, entitled "Authorization to execute FY 2003 HOPE VI Demolition Grant Agreement";

**THEREFORE, BE IT RESOLVED BY THE CHICAGO HOUSING AUTHORITY**

**THAT** the Board of Commissioners authorizes the Chief Executive Officer or his designee to sign the FY 2003 HOPE VI Demolition Grant Agreement for William Green Homes (IL2-030) in the amount of \$ 4,104,000.00.

**THAT** the Board of Commissioners hereby authorizes that the 2004 CHA budget be revised to reflect the award of \$4,104,000.00 in 2003 HOPE VI Demolition Funds.

**(Item A3)**

To reduce the potential legal and funding risks associated with difficulty locating and maintaining records, Deloitte and Touche, Auditors for CHA, recommended that a comprehensive records management strategy be developed. The resolution for Item A3 approves adoption of the revised Records Management Policy since the existing Records Management Policy is not being implemented. Changes to the policy include enhanced procedures for retaining and destroying records and protection of vital and historical records.

**RESOLUTION NO. 2004-CHA-82**

**WHEREAS,** the Board of Commissioners has reviewed the Board Letter dated June 28, 2004, requesting adoption of a revised Records Management Policy and concurs in the recommendation contained therein;

**THEREFORE, BE IT RESOLVED BY THE CHICAGO HOUSING AUTHORITY**

**THAT,** the Board of Commissioners repeals and rescinds any and all previously adopted Records Management Policy and resolutions related to the approval of such policy.

**THAT,** the Board of Commissioners adopts the revised Chicago Housing Authority Records Management Policy dated July 08, 2004, attached hereto.

**THAT,** the revised Records Management Policy dated July 08, 2004 shall be effective immediately.

**(Item A4)**

The resolution for Item A4 approves a Housing Assistance Payment (HAP) Contract with Liberty Square to provide Project Based Housing Choice Voucher assistance for sixteen units in the Liberty Square Development. Liberty Square is a \$14 million new construction mixed-income development located in the East Garfield Park community area on Chicago's West Side. The development will consist of twelve three-story masonry buildings totaling 66 units that will contain one, two three and four bedroom rental apartments. The development will contain fifty-nine affordable and seven market rate rental units. Project Based statutes and regulations will be followed to lease the 16 Housing Choice Vouchers units solely to referrals from the CHA waiting lists. The HAP contract will be for the maximum allowable term of ten years.

**RESOLUTION NO. 2004-CHA-83**

**WHEREAS,** the Board of Commissioners has reviewed Board letter dated June 24 2004, requesting authorization to enter into a housing assistance payment contract ("HAP Contract") with Liberty Square Limited Partnership to provide sixteen (16) Project-Based Housing Choice Vouchers to the Liberty Square development, a mixed-income development:

**THEREFORE, BE IT RESOLVED BY THE CHICAGO HOUSING AUTHORITY**

**THAT,** the Board of Commissioners authorizes the Chief Executive Officer or his designee to enter into a housing assistance payment contract ("HAP Contract") with Liberty Square Limited Partnership to provide Project-Based Housing Choice Voucher assistance for 16 units in the Liberty Square development, a mixed-income development, for the maximum allowable term, subject to any necessary HUD approvals, waivers or exceptions.

**THAT,** the Chief Executive Officer or his designee is further authorized to take all actions and execute all documents necessary to implement the foregoing.

**(Item A5)**

In partnership with the City of Chicago and the Chicago Historical Society (CHS), CHA unveiled all of the models in an exhibit hosted by the CHS. The Exhibit, *Taking Shape: Visualizing the CHA's Plan For Transformation*, will remain on display at the CHS until July 25, 2004, it will then be transported to City Hall for a month-long exhibit and subsequently to various locations in the communities where public housing is undergoing redevelopment. The CHA Department of Communications approached various organizations, including non-profit and private organizations prior to selecting CHS as a partner. However, none had the public exhibit space available or the expertise to interpret the historical significance of the Plan within the context of Chicago's history or the ability to design and sponsor a traveling exhibit. Accordingly, the resolution for Item A5 approves a contract with the CHS in an amount not to exceed \$183,167.

Chairperson Gilliam recused from voting on Item A5 only.

**RESOLUTION NO. 2004-CHA-84**

**WHEREAS,** The Board of Commissioners has reviewed the memorandum dated June 25, 2004, titled "Authorization to enter into contract with the Chicago Historical Society to provide exhibit services for *Taking Shape: The CHA's Plan for Transformation* exhibit.

**THEREFORE, BE IT RESOLVED BY THE CHICAGO HOUSING AUTHORITY**

**THAT,** the Board of Commissioners hereby ratify the entering into a contract with the CHS for the funding of the CHA's exhibit *Taking Shape: The CHA's Plan for Transformation* designed in an amount not-to-exceed \$183,167.

The Motion to adopt the resolutions for Items A1 through A5 was seconded by Commissioner Gates and the voting was as follows:

Ayes: Sharon Gist Gilliam (*recused from voting on Item A5 only*)  
Hallie Amey  
Mamie Bone  
Earnest Gates  
Dr. Mildred Harris  
Lori Healey  
Michael Ivers  
Martin Nesbitt

Carlos Ponce  
Sandra Young  
Nays: None

There being no questions or discussion, the Chairperson thereupon declared said Motion carried and said resolutions adopted. The Finance and Audit Committee report was also accepted in total.

Commissioner Gates, Chairperson of the Operations & Facilities Committee, then presented the monthly report. Per Commissioner Gates, the Operations & Facilities Committee met on Wednesday, July 14, 2004, at the 626 Corporate Offices. No presentation was scheduled for this Committee.

Commissioner Gates then introduced an Omnibus Motion for adoption of resolutions for Items B1 through B4, discussed, voted and recommended for Board approval by the Operations and Facilities Committee.

**(Item B1)**

In July 2002, the Board approved a contract with Globetrotters Engineering Corporation to provide OR services for CHA's Demolition and Make Ready Programs. The Capital Construction Division (CCD) is currently developing a Request for Proposal to solicit proposals to cover the CHA's needs for an OR during the continuance of the Programs. In the interim, CCD believes that it is important that OR continue without interruption. Accordingly, the resolution for Item B1 approves an increase in Globetrotters contract in the amount of \$188,100 to cover the additional costs that will be incurred during this extension. During the final quarters of 2002 and 2003, CHA's management made a decision to accelerate demolition to eliminate the safety risk to residents of the surrounding communities posed by buildings that were emptied earlier than anticipated. In addition, units at ABLA and Wells are in the process of being demolished. A lapse in OR service would not only expose individuals to risks, but could also expose the CHA to additional legal liability. CCD will, therefore, utilize Globetrotters' OR services for the demolition at ABLA and Wells. The cost associated with the accelerated demolition and expected demolition at ABLA and Wells totals \$469,120. The resolution for Item B1 also approves these expenses.

**RESOLUTION NO. 2004-CHA-85**

**WHEREAS**, the Board of Commissioners has reviewed Board Letter dated July 8, 2004, entitled "Authorization to amend Contract No. 9881 with Globetrotters Engineering Corporation for the Provision of Owner's Representative Services in the Demolition and Make Ready Programs";

**THEREFORE, BE IT RESOLVED BY THE CHICAGO HOUSING AUTHORITY**

**THAT**, the Board of Commissioners authorizes the Chief Executive Officer or his designee to execute Amendment No. 2 to Contract No. 9881 with Globetrotters Engineering Corporation to: (1) provide additional Owner's Representative services in the Make Ready Program through October 31, 2004 at a cost of \$188,100.00; and (2) ratify the expenditure of \$469,120.00 for additional Owner's Representative services in the Demolition Program that are already completed, and the procurement of Owner's Representative services for ongoing demolition through November 20, 2004. The new total amount of Contract No. 9881 will be \$1,512,820.00. The new Contract completion dates for Owner's Representative services will be October 31, 2004 for the Make Ready Program and November 20, 2004 for the Demolition Program.

**(Item B2)**

The resolution for Item B2 approves amendment of Contract No. 9879 with d'Escoto, Inc. for the provision of Owner's Representative services in the Scattered Sites Rehabilitation Program. CCD believes that it is important that OR services be continued without interruption in order to ensure that continuity in this program is maintained. Contract No. 9879 was awarded in July 2002 for OR services to commence on August 2, 2002 and continues until assigned projects are completed. The original contract amount was \$1,175,000. It had previously been amended in the amount of \$288,408 and \$97,500. The new total contract amount, including this amendment will be \$1,785,373.

Commissioner Ponce abstained from voting on Item B2.

**RESOLUTION NO. 2004-CHA-86**

**WHEREAS**, the Board of Commissioners has reviewed Board Letter dated June 14, 2004, entitled “Authorization to amend Contract No. 9879 with d’Escoto, Inc. for the provision of Owner’s Representative Services at Scattered Sites Housing”;

**THEREFORE, BE IT RESOLVED BY THE CHICAGO HOUSING AUTHORITY**

**THAT** the Board of Commissioners authorizes the Chief Executive Officer or his designee to amend Contract No. 9879 with d’Escoto, Inc. for the provision of Owner’s Representative services in the Scattered Sites Rehabilitation Program to extend the contract for five (5) months ending October 31, 2004 in the amount of \$224,465.00.

**(Item B3 and Item B4)**

The CHA is currently decentralizing heating equipment and water pumps at Horner to reduce costs and improve heating service to the residents. As part of this improvement, six new custom built medium pressure boilers will need to be installed in place of the antiquated equipment currently being used. Three boilers will be installed at 1943 W. Lake and three will be installed at 1936 W. Washington. Since the Authority is required by law to provide heat to its residents by no later than September 15<sup>th</sup>, the resolution for Item B3 approves ratification of contract award to Steam Sales Corporation for the supply and delivery of six boilers, custom built by Fulton Boilers.

**(Item B3)**

**RESOLUTION NO. 2004-CHA-87**

**WHEREAS**, the Board of Commissioners has reviewed Board Letter dated June 11, 2004, entitled “Ratification of Procurement of Six (6) Boilers from Steam Sales Corporation for Henry Horner Homes (IL2-019)” by Non-Competitive Proposal Process;

**THEREFORE, BE IT RESOLVED BY THE CHICAGO HOUSING AUTHORITY**

**THAT** the Board of Commissioners hereby ratifies the non-competitive procurement of six (6) medium pressure boilers to be custom built by Fulton Boilers. The boilers will be supplied by Steam Sales Corporation at a cost of \$28,500.00 per boiler for a total cost of \$171,000.00. The boilers will be installed under a separate IFB at 1943 W. Lake St. and 1936 W. Washington in the Henry Horner Homes.

**(Item B4)**

The resolution for Item B4 approves ratification of award to Ideal Heating for the installation of the six boilers at Horner.

**RESOLUTION NO. 2004-CHA-88**

**WHEREAS**, the Board of Commissioners has reviewed Board Letter dated July 6, 2004 entitled “Ratification of Contract with Ideal Heating Company for the installation of six (6) boilers at Henry Horner Homes (IL2-019);

**THEREFORE, BE IT RESOLVED BY THE CHICAGO HOUSING AUTHORITY**

**THAT** the Board of Commissioners hereby ratifies a contract with Ideal Heating Company for the installation of six (6) medium pressure boilers at Henry Horner Homes (IL2-019) in the amount of \$400,333.00. The boilers have been purchased through a separate procurement. This award is subject to the Contractor’s compliance with CHA’s MBE/WBE/DBE, Section 3 resident hiring, and insurance requirements. Installation is to be completed by no later than September 15, 2004.

**(Item B5 - Pulled)**

Recommendation to award contract for Phase I Site Work and Phases 2 and 3 of the Modernization of Lowden Homes.

The Omnibus Motion to adopt resolutions for Items B1 through B4 was seconded by Commissioner Ponce and the voting was as follows:

Ayes: Sharon Gist Gilliam  
Hallie Amey  
Mamie Bone  
Earnest Gates  
Dr. Mildred Harris  
Lori Healey  
Michael Ivers  
Martin Nesbitt  
Carlos Ponce (*abstained from voting on Item B2 only*)  
Sandra Young

Nays: None

There being no questions or discussion, the Chairperson thereupon declared said Motion carried and said resolution adopted. The Operations and Facilities Committee report was also accepted in total.

Commissioner Young, Chairperson of the Tenant Services Committee, then presented her monthly report. Per Commissioner Young, the Tenant Services Committee held its regularly scheduled meeting on Wednesday, July 14, 2004, at the 626 Corporate Office.

Commissioner Young then introduced a Motion for the adoption of Resolution for Item C2 discussed, voted and recommended for Board approval by the Tenant Services Committee.

**(Item C1 - Deferred)**

At the request of Committee Chairperson Sandra Young, Item C1, recommendation to approve the Minimum Tenant Selection Plan for Mixed-Income/Mixed-Finance Communities was deferred to the August meeting.

**(Item C2)**

A Request for Proposal to provide outreach and marketing campaign for leasing of renovated units in CHA senior buildings was advertised in April 2004. In addition, six firms, including 2 MBE/WBE/DBE firms were directly solicited. After oral presentations, “best and final” offers were received from the two Respondents. Based upon an evaluation of the written proposals and oral presentations, the evaluation committee recommended award of contract to Carolyn Grisko & Associates.

**RESOLUTION NO. 2004-CHA- 89**

**WHEREAS**, The Board of Commissioners has reviewed the memorandum dated July 7, 2004, titled “Authorization to Enter into a Contract with Carolyn Grisko & Associates, Inc. to Provide an Outreach and Marketing Campaign for Leasing Units in CHA’s Renovated Senior Buildings”;

**THEREFORE, BE IT RESOLVED BY THE CHICAGO HOUSING AUTHORITY**

**THAT**, the Board of Commissioners hereby authorizes the Chief Executive Officer or his designee to enter into a contract with Carolyn Grisko & Associates, Inc. for a term of six (6) months with a six (6) month extension option to provide an outreach and marketing campaign designed to lease units in CHA’s renovated senior buildings for a firm fixed fee of \$96,850.00 for the base term and an amount not-to-exceed \$125,050.00 for the extension option.

The Motion to adopt resolution for Item C2 was seconded by Commissioner Amey and the voting was as follows:

Ayes: Sharon Gist Gilliam  
Hallie Amey  
Mamie Bone  
Earnest Gates

Dr. Mildred Harris  
Lori Healey  
Michael Ivers  
Martin Nesbitt  
Carlos Ponce  
Sandra Young

Nays:           None

There being no questions or discussion, the Chairperson thereupon declared said Motion carried and said resolutions adopted. The Tenant Services Committee report was also accepted in total.

There being no further business to come before the Commissioners, upon Motion made, seconded and carried, the meeting of the Board of Commissioners was adjourned.

S/B:   Sharon Gist Gilliam  
Chairperson

S/B:   Lee Gill, Custodian and  
Keeper of Records